



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: January 17, 2024
PREPARED BY: Scott Moore, City Manager
DEPARTMENT: Administration

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action to amend a Professional Services Agreement between the City of Manor and Grant Development Services.

BACKGROUND/SUMMARY:

In 2023, the Park Committee and staff begin discussing and identifying recreational projects that could successfully compete for Recreational Grant funds through the Texas Parks and Wildlife Department (TPWD). Possible grant applications include: Local Parks No-Urban Outdoor Recreation grants (\$750,000) and Recreational Trails (\$300,000). There are also grants for indoor recreation such as pickle ball facilities or swimming pools. Most projects require a 50% match which can be land or cash or a combination of both.

This proposed amended service agreement to the Park Section of the 2050 Master Plan by Grant Development Services, Inc. is focused on identifying possible competitive recreation projects that will be grounded in community engagement, equity, and inclusion. The goal is to secure recreational funding to fulfill the goals of the City and its Parks Committee.

The recently completed City of Manor Master Plan 2050 which includes a Parks and Recreation Chapter that provides broad overviews of needs and resources for Parks and Recreation for the next twenty-five years. That document will be a broad overall guide for the City of Manor as it develops and maintains its parks. By contrast, the Master Plan update is designed to support and enhance applications for recreational grant funding and are much more detailed. This Master Plan update will focus on the following list of topics and other topics that may emerge as the study progresses.

- Expansion of existing parks such as Timmerman Park, Jennie Lane Park, and the Manor Art Park
- Identification of existing park sites as “Dedicated parkland” or “undedicated parkland”
- Identification of areas that could be connected by recreational trails.
- Environmental reviews on parcels that have a high potential of receiving grant funds due to their significant recreational potential.
- Selection of recreational facilities that are welcoming to the ADA population.
- Small areas for special needs children
- Dog parks
- Park Rental Fees and Park in Lieu Fees
- Changes to the Code of Ordinance regarding Detention Ponds in future developments
- Park Grants

To successfully compete for recreation grant funding, a Master Plan UPDATE is needed that is tightly focused on the specific parcel or parcels of land that the city selects to be included in a grant application for recreational support. The Master Plan update will include detailed descriptions of the land characteristics including:

- slope, drainage,
- soil type and suitability,
- surrounding properties,
- limiting conditions,
- environmental safety,
- proximity to utilities,
- available space for parking
- needs for shade structures
- and consideration of threatened and endangered species identified parcels of land

A Master Plan update is needed for the City to develop and submit competitive applications for recreational funds. The update will support identifying specific sites with specific recreational improvements.

As the seventh fastest growing community in America, the City of Manor will need financial assistance to provide recreational opportunities for the influx of the population. The best source for recreational funding is the Texas Parks and Wildlife Department. The city can submit applications every year and as long as we are successful in building and maintaining grant funded recreation, we can come back to TPWD with additional applications annually,

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Professional Service Agreement

STAFF RECOMMENDATION:

Staff recommends that the City Council approve and authorize the City Manager to execute the amended Professional Services Agreement with Grant Development Services in an amount not to exceed \$2,500.

PLANNING & ZONING	Recommend Approval	Disapproval	None
COMMISSION:			
